

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Asset Management Forum held online on 16 June 2025

Attendance list at end of document

The meeting started at 9.30 am and ended at 10.10 am

1 Notes from the previous meeting

The notes from the previous meeting held on 3 March 2025 were agreed.

2 Declarations of interest

Minute 6 and 7

Cllr Hookway; ANRI; Devon County Councillor and member of Exmouth Town Council

Cllr Barlow; ANRI; Member of Sidmouth Town Council

Cllr Heath; ANRI; Member of Beer Parish Council.

Cllr Davey; ANRI; Member of Exmouth Town Council

3 Public speaking

None.

4 Matters of urgency

None.

5 Confidential/exempt item(s)

None.

6 Estates Team update June 2025

The report set out the following update:

- Transfer of public toilets to Parish and Town Council's at Budleigh Salterton, Honiton and Colyton reached completion at the end of March 2025 as planned;
- New industrial units at Redgates in Exmouth are nearing completion; 48 expressions of interest had come forward following soft marketing of the sites. Following handover, units will be formally marketed;
- Marketed and successfully sold sites of former toilets in Marsh Road Seaton and Sidford Cross, Sidford Also sold two properties, one at New Street Honiton and the other being land at New Way, Woodbury. These disposals generated capital receipts of £231,000;
- Annual Asset Revaluations have successfully taken place on a number of assets as part of the annual review;
- Renewed leases at Queens Drive to ensure food and beverage offering at this site for the coming summer. Positive feedback from tenants in respect of the new bar and the vibrancy this is generating;
- Updated information on community asset transfer applications;
- Generated additional rental income through lease renewals, new lettings and rent reviews, of £52,154.

Questions included:

- Clarification on Redgates units – There were four units in total which had already been soft marketed and shown considerable interest; active marketing could not commence until a definite date is fixed for transfer of these units to the Council;
- Brook Road toilet block in Budleigh Salterton was currently under review to bring forward options for consideration, including considering both planning and operational requirements;
- Overview Committee were scheduled to be undertaking a spotlight session on public toilets on 15th July 2025. Members were informed that new toilets at Budleigh Salterton and Lace Walk, Honiton had re-opened that day. The Budleigh Salterton site had included an adult changing places facility;
- A request was made for a letter to the Clerk of Beer Parish Council on a response to their proposals for a CAT business case.

The report was noted.

7 **Property & Facilities Management update**

The report set out the activities of the Property and FM Team for January to March 2025, and the schedule of tasks for the first quarter of 2025/26. The forum considered the comprehensive detail of planned preventative maintenance and compliance works undertaken.

The advisory issues identified by the SWAP audit of November 2024 were also listed with status updated.

Questions included:

- Seeking clarification on the budget spend on the 14 toilet premises identified for investment.. The spend so far had reached approximately £1.5m of the £3.1m allocated, there was an expectation that inflation on building costs would impact the final spend with an additional budget request needing to be made for the final phases; however the larger projects had been undertaken first with the remaining toilets being smaller projects hence the disproportionately large spend to date;
- In response to a question on the Exmouth Tennis Centre roof, the works had been completed under budget; the remainder of the budget would now be applied to another section that joined the textile roof over courts 5 and 6.

The report was noted.

8 **Major Projects and Programmes Team update June 2025**

The report set out a summary of the major projects that the team were currently involved in delivering:

- Depots review
- Exmouth Placemaking Plan
- Stalled employment sites
- Clyst meadows country Park
- Cranbox, Cranbrook

There were no questions raised by Members on the report.

Attendance List

Councillors present:

T Olive
P Arnott
P Hayward (Chair)
S Hawkins
G Jung

Councillors also present (for some or all the meeting)

I Barlow
C Brown
O Davey
P Faithfull
C Fitzgerald
J Heath
N Hookway
J Loudoun

Officers in attendance:

Tim Child, Assistant Director Place, Assets & Commercialisation
Naomi Harnett, Corporate Lead (Interim) – Major Projects & Programmes
Rob Harrison, Senior Estates Surveyor
Jorge Pineda-Langford, Principal Building Surveyor, Property & FM
Debbie Meakin, Democratic Services Officer

Chair

Date: